

**Town Manager's Office
Town of Mansfield**

Memo

To: Town Council
From: Matt Hart, Town Manager
CC: Town Employees
Date: March 14, 2016
Re: Town Manager's Report

Below please find my report concerning various items of interest to the Town Council, the staff and the community:

Council Business

- *Goal-Setting Retreat* – The Council held a productive goal-setting retreat on Saturday, March 5, 2016. Staff is compiling the notes from that meeting and we will schedule a follow-up session to complete the goal-setting exercise.
- *Future agenda items* – For the March 28, 2016 meeting staff will provide a report on senior and accessible transportation, as well as reports from the Traffic Authority regarding accessible parking at the Mansfield Community Center and traffic safety at the intersection of Routes 32 and 275. Staff is also close to submitting the Mansfield/UCONN sewer agreement to the Council/WPCA for consideration; we will do our best not to overload the agenda for any one meeting.
- *Legislative Update* – Mayor Shapiro and I attended CCM's March 1, 2016 Day on the Hill event and I continue to attend monthly meetings of the CCM Legislative Committee. I am hearing that we might see reductions in state aid for both the current fiscal year as well as next fiscal year and should have more information later this week on this topic. I will keep the Council informed of any developments.

Departmental Reports

- *Finance*
 - *Heating Oil and Diesel Fuel* – The Finance Director reports that prices are looking very good for FY 16/17 heating oil and diesel fuel - \$1.5224/gal. for heating oil (current year is \$2.1178) and \$1.5231/gal. for diesel fuel (current year is \$2.108). Working with Titan Energy and Dime Oil, we have locked in those prices for 65,000 gallons of heating oil and 90,000 gallons of diesel fuel for next fiscal year.
- *Facilities Management*
 - *Solar Project Requests for Proposals* – The Town has issued a request for proposals (RFP) for solar installations at the parking garage, bus garage, public works garage, and the transfer station. Three companies attended the walk through on March 3rd and the deadline for submissions is March 17, 2016.
- *Parks and Recreation*
 - *Gathering of Mansfield's Agricultural Community* – On March 9th, the Mansfield Agriculture Committee held a Gathering of Mansfield's Agricultural Community at the UConn Floriculture Building. There were 17 people in attendance, including Mansfield's farmers as well as members of the Planning and Zoning Commission and Agriculture Committee. It was a great opportunity for the Agriculture Committee to share their accomplishments over the past year and to obtain feedback from the community as how the Committee can best serve its needs. The group discussed the possibility of having a "farm to table" event and other ways to promote agriculture in Mansfield. Local refreshments were provided including Mountain Dairy's chocolate milk and ice cream from Chestnut Hill Creamery, which is operated by Jason Stearns using Mountain Dairy products.

- *Proposed Enabling Legislation for a Municipal Option to Create a Local Conservation Fund “Project Greenspace”* – At your January 11, 2016 meeting, the Council reviewed a proposal by CT Audubon to establish enabling legislation at the state level to allow CT communities to institute a local option to create a local conservation fund. This legislation would enable municipalities to adopt a local ordinance to create this fund. The funds would be attained through a surcharge (up to 1%) on the buyers of residential property sales valued over \$150,000. You referred this item to the Conservation Commission and Economic Development Commission, as well as the Agriculture, Parks Advisory, and Sustainability Committees. Early in March, CT Audubon decided not to pursue Project Greenspace for the 2016 legislative session and will continue to try to build support to have the bill introduced in 2017. Staff will inform the committees of this news.
- *Town Manager’s Office*
 - *Connecticut Building Congress (CBC)* – Along with colleagues from the Town of Winsor and the MetroHartford Alliance, I recently had the opportunity to make a presentation regarding successful public-private partnerships. The members of the CBC consist of architects, attorneys, construction managers, engineers, and others in the construction industry. Uniformly I find that professional organizations and other groups are very impressed with our approach to designing, planning, and constructing Storrs Center.
 - *New staff and promotions* - Please join me in welcoming our new staff members and congratulating those we have recently promoted:
 - Erik Peterson has been appointed to a full-time laborer position with the Department of Public Works effective February 22, 2016. Most recently, Erik has been working as a seasonal laborer for the Department.
 - Sarah Delia has been appointed to the vacant Assistant Town Clerk position effective February 22, 2016. Most recently, Sarah has been working with the Youth Services Division of Human Services and the Department of Public Works. She has a Bachelor’s degree from Kalamazoo College.
 - Linda Russell has been appointed to the part-time revenue clerk position effective March 14, 2016. Most recently Linda has been working with JOBPRO Temporary Staffing Services as a payroll assistant. Linda has a Bachelor’s degree from UCONN.
 - Sheri Baczanski has been appointed to the new Public Works Specialist position, supporting both Public Works and Facilities. Her appointment is effective March 14, 2016. Most recently Sheri has been working for Weston and Sampson Engineers as an office manager. She has a Bachelor’s degree from Assumption College.
 - Kim Blair-Rontey has been appointed to the position of Recreation Coordinator effective March 21, 2016. Kim has held a variety of part-time positions with Parks and Recreation for the last 12 years. She has a Bachelor’s degree from Eastern Connecticut State University.

Major Projects and Initiatives

- *Four Corners Environmental Impact Evaluation* – On February 2, 2016, the Connecticut Council on Environmental Quality (CEQ) posted the Four Corners Environmental Impact Evaluation (EIE) in the *Environmental Monitor*, the state’s official site for project information. The public can view a copy of the EIE at the Mansfield Town Clerk’s Office or online on the Town’s website. On March 8, 2016, the Town held a Public Hearing for this project. **Written comments from the public are welcome and will be accepted until the close of business on March 18, 2016.** Written comments should be sent to Mr. Carlos Esguerra, Department of Energy & Environmental Protection, Bureau of Water Protection & Land Reuse, 79 Elm Street, Hartford, CT 06106-5127. If you have questions about the public hearing, where you can review this EIE, or other questions about this project, please contact the Mansfield Department of Public Works at 860-429-3331.

Upcoming Events

- *AARP's Tax Aide Assistance* – Mansfield Senior Center's AARP's Tax-Aide program provides free tax preparation to taxpayers with low to moderate income, with special attention to those 60 and older. Appointments available Tuesdays and Thursdays from February 2 through April 7. Call 860-429-0262 for an appointment.
- *For the Sake of the Country: Female Spies in the Civil War* – The Mansfield Public Library will host Historian Matthew Bartlett and his wife Jenn as they present this fascinating program in period costume on March 17th from 6:30 – 8:00 PM. Learn how female spies risked their lives and changed the course of the war.
- *Storrs Farmers Market* – Storrs Farmers Market is open year-round! The Winter Market will be open twice a month from December through April in the Buchanan Auditorium of the Mansfield Public Library. Storrs Winter Farmers Market will be open from 3:00 to 5:00 PM on the following dates: March 26; April 9 and 23. Everything sold at Storrs Winter Farmers Market is grown or produced in Connecticut, so the offerings change with the seasons. Visit storrsfarmersmarket.org for more information and to sign up for weekly emails from the Market (bi-weekly in the winter).
- *Winter Family Fun Night* – The Mansfield Community Center will hold a family fun night on Saturday, March 19th from 4:30 – 7:30 PM with giant inflatables, ping pong, tot toys, puzzles, open gym and more! No registration is required.

Upcoming Meetings*

- Open Space Preservation Committee, March 15, 2016, 7:00 PM, Conference Room B, Audrey P. Beck Municipal Building
- Cemetery Committee, March 16, 2016, 3:30 PM, Conference Room B, Audrey P. Beck Municipal Building
- Ordinance Review and Development Subcommittee, March 16, 2016, 6:30 PM, Conference Room B, Audrey P. Beck Municipal Building
- Conservation Commission, March 16, 2016, 7:30 PM, Conference Room B, Audrey P. Beck Municipal Building
- Playground Committee, March 16, 2016, 7:30 PM, Conference Room C, Audrey P. Beck Municipal Building
- Personnel Committee, March 21, 2016, 5:30 PM, Conference Room B, Audrey P. Beck Municipal Building
- Planning and Zoning Commission, March 21, 2016, 6:30 PM, Council Chamber, Audrey P. Beck Municipal Building
- Traffic Authority, March 22, 2016, 9:00 AM, Conference Room B, Audrey P. Beck Municipal Building
- Climate Action Task Force, March 22, 2016, 7:00 PM, Conference Room B, Audrey P. Beck Municipal Building
- Economic Development Commission, March 24, 2016, 5:30 PM, Council Chamber, Audrey P. Beck Municipal Building
- Special Town Council Meeting, March 28, 2016, 5:30 PM, Council Chamber, Audrey P. Beck Municipal Building
- Town Council, March 28, 2016, 7:00 PM, Council Chamber, Audrey P. Beck Municipal Building

**Meeting dates/times are subject to change. Please view the [Town Calendar](#) or contact the Town Clerk's Office at 860-429-3302 for a complete and up-to-date listing of committee meetings.*